



## MILFORD CITY COUNCIL MEETING

PUBLIC NOTICE IS HEREBY GIVEN that the City Council of Milford, Utah will hold a meeting at the **Milford EMS Building, 880 North Main, Milford, Utah** for the purposes and at the time described below on **TUESDAY, SEPTEMBER 20, 2016**.

### REGULAR MEETING – 4:00 PM

1. **MAYOR'S WELCOME & CALL TO ORDER:** Roll Call & Pledge of Allegiance
2. **RECOGNITION OF VISITOR'S RELATING TO CITY BUSINESS**
  - a. None.
3. **CONSENT ISSUES**
  - a. Bills and Payroll; Financial Report - August 2016; Minutes of August 16, 2016 Council Meeting; Minutes of August 25, 2016 Special Work Session
4. **NEW BUSINESS**
  - a. Discuss UDOT Project on Property Located at 450 North Main (Old Hospital)
  - b. Discuss Library Operating Hours
  - c. Discuss Culvert Project on 300 South Main (North of Smithfield Corporate Office)
5. **OLD BUSINESS**
  - a. Discuss Land Purchase/Lease with Yardley Farms
  - b. Community Center Update
  - c. Discuss Water Project
  - d. Approval of Sunrise Engineering Charges to Date
6. **ORDINANCE AND RESOLUTIONS**
  - a. None
7. **COMMENTS**
  - a. **Staff Member Reports and Comments**
    - i. Leo Kanell, City Attorney
    - ii. Makayla Bealer, City Administrator/Treasurer
    - iii. Monica Seifers, City Recorder
    - iv. Lisa Thompson, Administrative Assistant
    - v. Ben Stewart, City Foreman
    - vi. Jesse Ralphs, Sunrise Engineering
  - b. **Council Member Reports and Comments**
    - i. Council Member Aaron Cox: Water, Public Safety and Law Enforcement, Beautification
    - ii. Council Member Wayne Hardy: Airport, Recreation and Parks, Beautification
    - iii. Council Member Russell Smith: Cemetery, Sewer
    - iv. Council Member Les Whitney: Planning and Zoning Commission, Buildings and Equipment
    - v. Council Member Terry Wiseman: Library, Streets
    - vi. Mayor Nolan Davis: Waste Management Board, Economic Development, Five County Steering, LIC Committee

### 8. ADJOURNMENT

*Notice: The City Council may adjourn to Executive Session pursuant to the provisions of §52-4-204 and §52-4-205, Utah Code Annotated (1953), as amended.*

#### CERTIFICATE OF DELIVERY & POSTING

I, Monica D. Seifers, duly appointed and acting City Recorder do hereby certify that the above Notice and Agenda was posted in three public places within the Milford City Limits on this 15<sup>th</sup> day of September, 2016. These public places being 1) Milford City Office; 2) U.S. Post Office; and 3) Milford Public Library. The foregoing Notice and Agenda was also delivered to each member of the governing body and posted on [www.utah.gov/pmn](http://www.utah.gov/pmn).

*In compliance with the Americans with Disabilities Act, the City of Milford will make efforts to provide reasonable accommodations to disabled members of the public in accessing City programs. Request for assistance can be made by contacting the City Recorder at 435.387.2711 at least 24 hours in advance of the meeting to be held.*

CITY OF MILFORD  
COMBINED CASH INVESTMENT  
AUGUST 31, 2016

COMBINED CASH ACCOUNTS

01-11110	CASH IN CHECKING - COMBINED	48,928.93
01-11310	PETTY CASH	200.00
01-11400	RETURNED CHECKS - CLEARING	99.34
01-11610	CASH-STATE TREASURER-COMBINED	786,237.11

	TOTAL COMBINED CASH	835,465.38
01-11810	ST TREAS-DESIGNATED-WATER	( 52,824.56)
01-11815	ST TREAS-DESIGNATED-SEWER	( 96,265.60)
01-11816	ST TREAS-DESIGNATED-GEN FUND	( 69,412.16)
01-11817	ST TREAS-DESIGNATED-LIBRARY	( 9,345.82)
01-11819	ST TREAS- RECREATION COMPLEX	( 18,212.97)
01-11835	ST TREAS-RESTRICTED-BOND 808	( 694.76)
01-11840	ST TREAS-RESTRICTED-MAIN 5030	( 39,000.00)
01-11845	ST TREAS-RESTRICTED-MAIN 808	( 65,000.00)
01-11860	ST TREAS-RESTRICTED-BOND 3SO24	( 78,405.92)
01-11865	ST TREAS-RESTRICTED-MAIN S3024	( 90,044.14)
01-11880	STATE TREAS-RESTRICTED-LIBRARY	( 23,360.00)
01-11900	TOTAL ALLOCATION TO OTHER FUND	( 292,899.45)

TOTAL UNALLOCATED CASH	.00
------------------------	-----

CASH ALLOCATION RECONCILIATION

10	ALLOCATION TO GENERAL FUND	80,747.28
30	ALLOCATION TO DEBT SERVICE FUND	( 146,518.00)
51	ALLOCATION TO WATER FUND	192,809.81
52	ALLOCATION TO SEWER FUND	166,702.36
54	ALLOCATION TO MUNICIPAL BUILDING AUTHORITY	( 842.00)

TOTAL ALLOCATIONS TO OTHER FUNDS	292,899.45
ALLOCATION FROM COMBINED CASH FUND - 01-11900	( 292,899.45)

ZERO PROOF IF ALLOCATIONS BALANCE	.00
-----------------------------------	-----

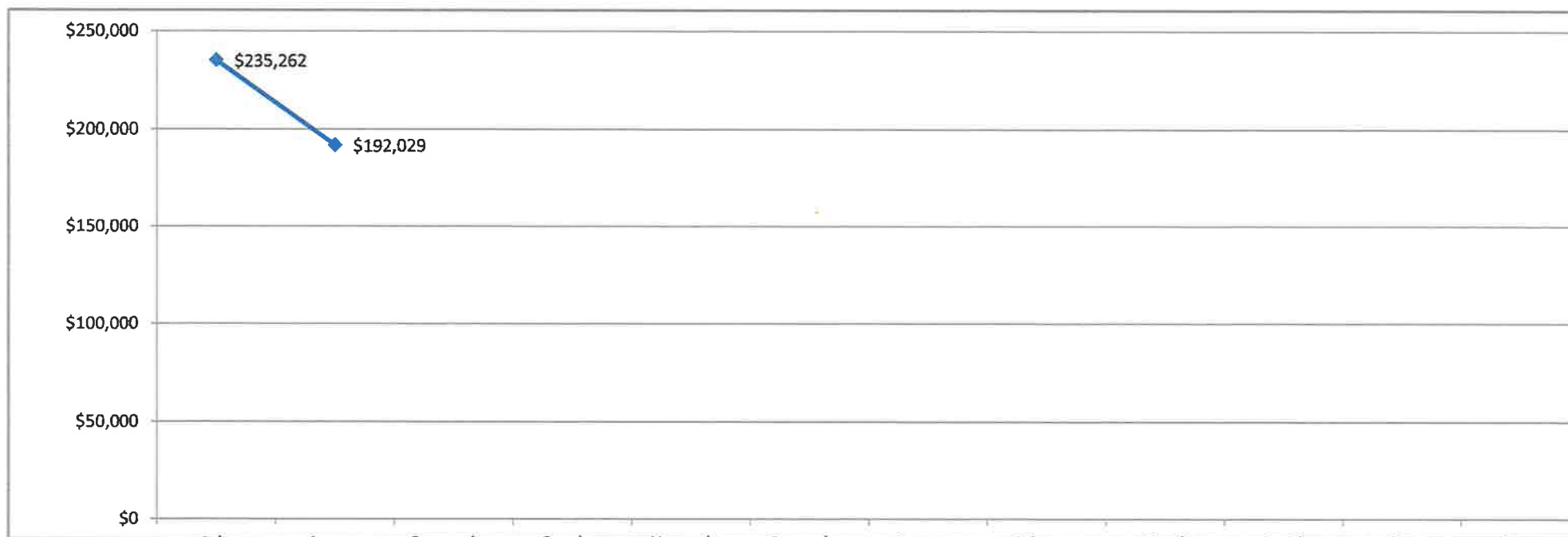
# Utah State Treasury Report 2016-2017

Department		Totals	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	Totals
Designated	W														
Water 111810	D	\$52,722.25	\$49.71	\$52.60											\$52,824.66
Designated	W														\$96,265.60
Sewer 111815	D	\$96,079.15	\$90.59	\$95.86											\$96,265.60
Designated	W														\$69,412.16
General Fund 111816	D	\$68,688.56	\$350.49	\$373.11											\$69,412.16
Designated	W														\$5,503.54
Library	D	\$5,492.88	\$5.18	\$5.48											\$5,503.54
Designated	W														\$38,266.88
City Recreation 111818	D	\$38,076.68	\$152.09	\$38.11											\$38,266.88
Designated	W														\$18,212.97
Recreation Complex	D	\$18,177.69	\$17.14	\$18.14											\$18,212.97
Restricted Cash - Water	W														\$0.00
Bond 5030 111825	D	\$0.00													\$0.00
Restricted Cash - Sewer	W														\$694.76
Bond 808 111835	D	\$694.76													\$694.76
Restricted Cash - Water	W														\$38,880.00
Main 5030 111840	D	\$38,880.00													\$38,880.00
Restricted Cash - Sewer	W														\$65,000.00
Main 808 111845	D	\$65,000.00													\$65,000.00
Restricted Cash - Water	W														\$0.00
Bond 256 111850	D	\$0.00													\$0.00
Restricted Cash - Water	W														\$78,405.92
Bond 3S024 111860	D	\$74,005.92	\$4,400.00												\$78,405.92
Restricted Cash - Water	W														\$90,044.14
Main 3S024 - 111865	D	\$90,044.14													\$90,044.14
Restricted Cash - Sewer	W														\$0.00
Bond 941 111870	D	\$0.00													\$0.00
Restricted Cash-Library	W														\$23,360.00
Bond	D	\$22,526.00	\$834.00												\$23,360.00
Restricted Cash	W														\$24,949.38
Impact Fees - Water	D	\$24,901.06	\$23.48	\$24.84											\$24,949.38
Restricted Cash	W														\$8,507.10
Impact Fees - Sewer	D	\$8,490.62	\$8.01	\$8.47											\$8,507.10
Restricted Cash	W														\$10,678.65
Impact Fees - Gen Fund	D	\$10,657.97	\$10.05	\$10.63											\$10,678.65
Designated	W		\$100.76												
Cemetery	D	\$52.72	-\$0.05	-\$0.05											-\$48.14
Designated	W														\$4,530.54
Streets	D	\$4,521.77	\$4.26	\$4.51											\$4,530.54
Designated	W														\$1,679.20
Mayer Trust Fund	D	\$1,675.95	\$1.58	\$1.67											\$1,679.20
Designated	W														\$10,676.79
Perpetual Care	D	\$10,596.11	\$70.05	\$10.63											\$10,676.79
Designated	W														\$2,676.85
Dangerous Buildings	D	\$2,671.64	\$2.53	\$2.68											\$2,676.85
Designated	W		\$4,202.21	\$1,000.00											\$37,229.48
4th of July Revenue	D	\$42,431.69													\$37,229.48
Designated	W														\$1,000.00
Christmas Light Parade	D	\$0.00		\$1,000.00											\$1,000.00
Designated	W														\$1,402.93
Christmas Light Project	D	\$1,402.93													\$1,402.93
Designated	W														\$56,659.55
Sheriff's Contract	D	\$56,659.55													\$56,659.55
Designated	W														\$100.00
Digitization of Newspapers	D	\$100.00													\$100.00
Miscellaneous & Interest	W														
	D	\$22,590.66	\$5,000.00												\$27,590.66
Months Totals			\$6,716.14	\$646.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
State Treasury Bal		\$757,140.70	\$763,856.84	\$764,503.52	\$764,503.52	\$764,503.52	\$764,503.52	\$764,503.52	\$764,503.52	\$764,503.52	\$764,503.52	\$764,503.52	\$764,503.52	\$764,503.52	\$764,503.52

**Historical Fund Balance  
City of Milford  
Unaudited  
2016-2017**

June	July	August	September	October	November	December	January	February	March	April	May	June
------	------	--------	-----------	---------	----------	----------	---------	----------	-------	-------	-----	------

\$242,009	\$235,262	\$192,029										
-----------	-----------	-----------	--	--	--	--	--	--	--	--	--	--



**Retained Earnings**

Low = 5% of General Fund Revenue

High = 18% of General Fund Budget

Current Month Retained Earnings

**Actual Revenue YTD**

**\$148,262.68**

**Budget Revenue 2015-2016**

**\$1,226,472.00**

**Retained Earnings**

\$7,413.13

\$220,764.96

\$192,029.17

CITY OF MILFORD  
BALANCE SHEET  
AUGUST 31, 2016

GENERAL FUND

ASSETS

10-11900	CASH - COMBINED FUND	80,747.28	
10-12100	ST TREAS-DESIGNATED-GEN FUND	70,922.61	
10-12110	ST TREAS-DESIGNATED-LIBRARY	9,345.82	
10-12140	ST TREAS-RECREATION COMPLEX	16,728.80	
10-12150	ST. TREAS-RESTRICTED-LIBRARY	113.46	
10-13110	ACCOUNTS RECEIVABLE	7,908.30	
10-13113	AR/CREDIT CARD, AIRPORT	( 2,471.45)	
10-13114	ACCOUNTS RECEIVABLE-MISC.	7,368.15	
10-13115	PROPERTY TAX RECEIVABLE	134,754.00	
10-15110	INVENTORY-AIRPORT FUEL	26,199.06	
	TOTAL ASSETS		351,616.03

LIABILITIES AND EQUITY

LIABILITIES

10-21310	ACCOUNTS PAYABLE	28,212.31	
10-22220	FEDERAL WITHHOLDING PAYABLE	( 43.15)	
10-22230	STATE WITHHOLDING PAYABLE	1,507.65	
10-22240	EMPLOYMENT SECURITY	201.91	
10-22250	WORKER COMPENSATION PAYABLE	( 4,762.29)	
10-22300	RETIREMENT PAYABLE	( .02)	
10-22310	DISABILITY PAYABLE	( 62.11)	
10-22500	HEALTH INSURANCE PAYABLE	( 817.20)	
10-22600	401 K PAYABLE	2.82	
10-22601	FLEX PLAN	829.18	
10-22700	MISC. PAYROLL DEDUCTIONS	( 236.24)	
	TOTAL LIABILITIES		24,832.86

FUND EQUITY

10-26100	DEFERRED INFLOW-PROPERTY TAXES	134,754.00	
	UNAPPROPRIATED FUND BALANCE:		
10-29800	FUND BALANCE-UNRESERVED	223,583.93	
	REVENUE OVER EXPENDITURES - YTD	( 31,554.76)	
	BALANCE - CURRENT DATE	192,029.17	
	TOTAL FUND EQUITY		326,783.17
	TOTAL LIABILITIES AND EQUITY		351,616.03

CITY OF MILFORD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
10-31-100 PROPERTY TAXES-CURRENT	.00	.00	139,784.00	139,784.00	.0
10-31-200 PROPERTY TAXES-DELINQUENT	373.53	566.21	10,000.00	9,433.79	5.7
10-31-300 SALES AND USE TAX	20,553.58	46,201.32	295,000.00	248,798.68	15.7
10-31-400 CABLEVISION FRANCHISE TAX	62.09	126.84	1,000.00	873.16	12.7
10-31-402 PACIFICORP FRANCHISE TAX	14,402.81	27,801.07	145,000.00	117,198.93	19.2
10-31-403 QUESTAR FRANCHISE TAX	1,489.79	3,171.04	40,000.00	36,828.96	7.9
10-31-408 TELECOMMUNICATIONS TAX REVENUE	1,081.98	2,875.93	25,000.00	22,124.07	11.5
10-31-700 FEE-IN-LIEU OF PERSONAL PROP.	1,620.16	4,508.56	25,000.00	20,491.44	18.0
TOTAL TAXES	39,583.94	85,250.97	680,784.00	595,533.03	12.5
<u>LICENSES AND PERMITS</u>					
10-32-100 BUSINESS LICENSE AND PERMITS	75.00	150.00	5,500.00	5,350.00	2.7
10-32-210 BUILDING PERMITS	2,255.44	2,255.44	6,000.00	3,744.56	37.6
10-32-220 IMPACT FEES - GENERAL FUND	.00	.00	1,085.00	1,085.00	.0
10-32-230 OTHER DEVELOPMENT REVENUE	.00	150.00	1,000.00	850.00	15.0
TOTAL LICENSES AND PERMITS	2,330.44	2,555.44	13,585.00	11,029.56	18.8
<u>INTERGOVERNMENTAL REVENUE</u>					
10-33-550 COUNTY ALLOTTMENT - LIBRARY	.00	.00	35,200.00	35,200.00	.0
10-33-560 CLASS "C" ROAD FUNDS	.00	.00	72,000.00	72,000.00	.0
10-33-701 LIBRARY GRANT REVENUE	.00	.00	5,400.00	5,400.00	.0
10-33-702 LIBRARY SMALL GRANT REVENUE	.00	.00	5,000.00	5,000.00	.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	117,600.00	117,600.00	.0

CITY OF MILFORD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>CHARGES FOR SERVICES</u>					
10-34-600 CITY RECREATION-MENS SOFTBALL	.00	250.00	1,000.00	750.00	25.0
10-34-601 CITY RECREATION-COED SOFTBALL	75.00	1,455.00	1,400.00	55.00)	103.9
10-34-603 CITY RECREATION-SUMMER YOUTH	.00	.00	3,000.00	3,000.00	.0
10-34-605 CITY RECREATION - FLAG FOOTBAL	500.00	525.00	850.00	325.00	61.8
10-34-606 CITY RECREATION- FULL FOOTBALL	1,910.00	2,090.00	3,500.00	1,410.00	59.7
10-34-607 CITY RECREATION-BABE RUTH	.00	500.00	2,000.00	1,500.00	25.0
10-34-608 CITY RECREATION - VOLLEYBALL	1,040.00	1,040.00	750.00	290.00)	138.7
10-34-609 CITY RECREATION - WRESTLING	.00	.00	7,000.00	7,000.00	.0
10-34-610 CITY RECREATION-BOY BASKETBALL	.00	.00	3,500.00	3,500.00	.0
10-34-630 CITY RECREATION - CAL RIPKEN	810.00	945.00	7,000.00	6,055.00	13.5
10-34-640 CITY RECREATION-GIRL BASKETBAL	.00	.00	2,200.00	2,200.00	.0
10-34-650 CITY RECREATION - TRACK/FIELD	.00	.00	1,000.00	1,000.00	.0
10-34-720 GOLF FEES	.00	125.00	3,000.00	2,875.00	4.2
10-34-730 SWIM FEES	1,342.50	3,331.50	10,000.00	6,668.50	33.3
10-34-732 SWIM POOL - COUNTY M&O	.00	.00	104,203.00	104,203.00	.0
10-34-760 JULY 4TH REVENUE	.00	14,168.75	18,000.00	3,831.25	78.7
10-34-770 CHRISTMAS LIGHT PROJECT	.00	.00	2,500.00	2,500.00	.0
10-34-780 CHRISTMAS LIGHT PARADE	.00	.00	1,000.00	1,000.00	.0
10-34-810 SALE OF CEMETERY LOTS	.00	.00	3,000.00	3,000.00	.0
10-34-820 PERPETUAL CARE	.00	60.00	1,000.00	940.00	6.0
10-34-830 CEMETERY OPENING AND CLOSING	200.00	500.00	2,500.00	2,000.00	20.0
10-34-840 COLLECTION COSTS - GARBAGE	7,147.05	14,278.43	85,000.00	70,721.57	16.8
10-34-900 AIRPORT COUNTY DONATION	.00	.00	1,000.00	1,000.00	.0
10-34-910 AIRPORT FUEL SALES	11,421.87	14,731.66	74,000.00	59,268.34	19.9
10-34-920 HANGER AND TIE DOWN	660.00	1,320.00	6,500.00	5,180.00	20.3
<b>TOTAL CHARGES FOR SERVICES</b>	<b>25,106.42</b>	<b>55,320.34</b>	<b>344,903.00</b>	<b>289,582.66</b>	<b>16.0</b>
<u>MISCELLANEOUS REVENUE</u>					
10-36-300 BUILDING RENTALS AND LEASES	875.00	1,750.00	20,000.00	18,250.00	8.8
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>875.00</b>	<b>1,750.00</b>	<b>20,000.00</b>	<b>18,250.00</b>	<b>8.8</b>
<u>INTEREST/OTHER</u>					
10-38-100 INTEREST EARNINGS/GENERAL FUND	498.92	968.49	3,500.00	2,531.51	27.7
10-38-400 LIBRARY FINES AND FEES	159.70	390.25	1,000.00	609.75	39.0
10-38-500 SUMMER READING DONATIONS	.00	.00	600.00	600.00	.0
10-38-900 MISCELLANEOUS REVENUE	970.59	2,027.19	44,500.00	42,472.81	4.6
<b>TOTAL INTEREST/OTHER</b>	<b>1,629.21</b>	<b>3,385.93</b>	<b>49,600.00</b>	<b>46,214.07</b>	<b>6.8</b>
<b>TOTAL FUND REVENUE</b>	<b>69,525.01</b>	<b>148,262.68</b>	<b>1,226,472.00</b>	<b>1,078,209.32</b>	<b>12.1</b>

CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LEGISLATIVE</u>					
10-41-110 SALARIES - MAYOR AND COUNCIL	2,600.00	5,200.00	31,200.00	26,000.00	16.7
10-41-130 BENEFITS - MAYOR AND COUNCIL	295.36	590.72	3,500.00	2,909.28	16.9
TOTAL LEGISLATIVE	2,895.36	5,790.72	34,700.00	28,909.28	16.7
<u>ADMINISTRATIVE</u>					
10-43-110 SALARIES & WAGES - ADMIN/TREAS	3,684.80	9,212.00	47,906.82	38,694.82	19.2
10-43-111 SALARIES & WAGES - ADMIN ASST	1,530.93	3,981.14	30,472.00	26,490.86	13.1
10-43-130 BENEFITS - ADMINISTRATOR/TREAS	1,134.16	6,395.17	36,865.37	30,470.20	17.4
10-43-131 BENEFITS - ADMIN ASST	138.69	360.68	30,222.00	29,861.32	1.2
10-43-210 DUES, SUBSCRIPTIONS & DONATION	406.00	506.00	1,500.00	994.00	33.7
10-43-215 DOT DRUG PROGRAM	.00	.00	350.00	350.00	.0
10-43-220 NOTICES AND PUBLICATIONS	77.29	371.29	1,500.00	1,128.71	24.8
10-43-230 TRAVEL AND CONFERENCES	442.98	442.98	6,000.00	5,557.02	7.4
10-43-240 OFFICE SUPPLIES AND EXPENSE	653.22	994.36	10,000.00	9,005.64	9.9
10-43-241 PROGRAMING AND EQUIPMENT	973.38	3,395.48	13,853.28	10,457.80	24.5
10-43-242 PLANNING AND ZONING EXPENSE	.00	.00	1,000.00	1,000.00	.0
10-43-243 TREE BOARD EXPENSE	22.38	122.37	1,000.00	877.63	12.2
10-43-244 ECONOMIC DEVELOPMENT	.00	.00	10,000.00	10,000.00	.0
10-43-270 UTILITIES - OFFICE	287.64	317.23	7,500.00	7,182.77	4.2
10-43-272 UTILITIES - TELEVISION	.00	.00	330.00	330.00	.0
10-43-280 TELEPHONE - OFFICE	312.22	312.22	5,000.00	4,687.78	6.2
10-43-290 LEASE PAYMENT 405 SOUTH MAIN	900.00	1,800.00	12,000.00	10,200.00	15.0
10-43-510 INSURANCE AND BONDS	.00	.00	42,000.00	42,000.00	.0
10-43-520 INMATE INCIDENTALS	.00	.00	600.00	600.00	.0
10-43-610 MISCELLANEOUS - GENERAL FUND	.00	.00	6,000.00	6,000.00	.0
10-43-620 EMPLOYEES SPOT AWARDS	.00	.00	1,000.00	1,000.00	.0
TOTAL ADMINISTRATIVE	10,563.69	28,210.92	265,099.47	236,888.55	10.6
<u>NON-DEPARTMENTAL</u>					
10-50-310 AUDIT SERVICES	472.00	472.00	11,500.00	11,028.00	4.1
10-50-320 ATTORNEY RETAINER	500.00	500.00	6,000.00	5,500.00	8.3
10-50-321 LEGAL FEES	256.25	256.25	2,000.00	1,743.75	12.8
10-50-340 FIRE CONTROL CONTRIBUTION	.00	.00	1,800.00	1,800.00	.0
10-50-350 BUILDING INSPECTIONS	.00	.00	8,000.00	8,000.00	.0
10-50-360 SMALL CLAIMS FEES	.00	.00	200.00	200.00	.0
10-50-380 SHERIFF'S CONTRACT	33,995.73	33,995.73	135,982.92	101,987.19	25.0
10-50-390 ANIMAL CONTROL CONTRIBUTION	.00	.00	10,500.00	10,500.00	.0
TOTAL NON-DEPARTMENTAL	35,223.98	35,223.98	175,982.92	140,758.94	20.0



CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GENERAL GOVERNMENTAL BUILDINGS</u>					
10-51-270 UTILITIES - SENIOR CITIZEN CEN	421.64	529.13	4,500.00	3,970.87	11.8
10-51-480 REPAIRS AND MAIN - BUILDINGS	2,364.37	2,375.19	25,000.00	22,624.81	9.5
10-51-481 BUILDINGS - SENIOR CITIZEN CEN	.00	.00	1,000.00	1,000.00	.0
TOTAL GENERAL GOVERNMENTAL BUILDINGS	2,786.01	2,904.32	30,500.00	27,595.68	9.5
<u>STREETS DEPARTMENT</u>					
10-61-110 SALARIES & WAGES-CROSSING GDS	389.20	389.20	10,830.78	10,441.58	3.6
10-61-130 BENEFITS - CROSSING GUARDS	44.22	44.22	1,300.00	1,255.78	3.4
10-61-230 FUEL - STREETS	298.57	298.57	6,500.00	6,201.43	4.6
10-61-480 STREETS - OIL AND CHIPS	1,330.34	9,772.02	57,000.00	47,227.98	17.1
10-61-481 STREETS - MAINTENANCE	3,991.06	4,694.96	25,000.00	20,305.04	18.8
10-61-482 STREETS - EQUIPMENT	122.72	547.21	26,000.00	25,452.79	2.1
10-61-483 STREETS - LIGHTS	4,344.56	4,344.56	27,000.00	22,655.44	16.1
10-61-610 EQUIPMENT LEASE	.00	.00	900.00	900.00	.0
10-61-740 CAPITAL OUTLAY - EQUIPMENT	.00	.00	26,147.89	26,147.89	.0
TOTAL STREETS DEPARTMENT	10,520.67	20,090.74	180,678.67	160,587.93	11.1
<u>PARKS</u>					
10-70-110 SALARIES & WAGES - PARKS	662.40	1,656.00	9,084.40	7,428.40	18.2
10-70-111 SALARIES & WAGES - PART TIME	1,612.20	4,325.80	13,000.00	8,674.20	33.3
10-70-130 BENEFITS - PARKS REG	352.53	1,801.40	7,973.54	6,172.14	22.6
10-70-131 BENEFITS - PARKS	.00	.00	1,300.00	1,300.00	.0
10-70-250 EQUIPMENT SUPPLIES & MAIN.	49.70	144.70	5,000.00	4,855.30	2.9
10-70-260 PARKS MAINTENANCE	254.38	254.38	9,500.00	9,245.62	2.7
10-70-610 CABOOSE PARK EXPENDITURES	24.08	24.08	500.00	475.92	4.8
10-70-620 RECREATION COMPLEX EXPENSE	121.80	121.80	5,000.00	4,878.20	2.4
10-70-630 CEMETERY MAINTENANCE	1,326.21	1,326.21	4,000.00	2,673.79	33.2
10-70-640 PAVILION EXPENSE	39.55	39.55	250.00	210.45	15.8
10-70-650 VETERAN'S PARK EXPENDITURES	221.08	221.08	1,500.00	1,278.92	14.7
10-70-660 MILFORD LIONS CONTRIBUTION	.00	1,900.00	4,900.00	3,000.00	38.8
10-70-740 CAPITAL OUTLAY - PARKS	8,579.22	11,879.22	26,600.00	14,720.78	44.7
TOTAL PARKS	13,243.15	23,694.22	88,607.94	64,913.72	26.7
<u>GARBAGE COLLECTION</u>					
10-71-420 GARBAGE - DUMPSTER FEES	259.74	259.74	3,500.00	3,240.26	7.4
10-71-430 GARBAGE - COLLECTION FEES	6,869.88	6,869.88	84,000.00	77,130.12	8.2
TOTAL GARBAGE COLLECTION	7,129.62	7,129.62	87,500.00	80,370.38	8.2

CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>RECREATION</u>					
10-72-110 SALARIES & WAGES-RECREATION	.00	182.00	1,092.00	910.00	16.7
10-72-130 BENEFITS - RECREATION	.00	20.66	150.00	129.34	13.8
10-72-250 CITY RECREATION-MENS SOFTBALL	.00	869.95	1,100.00	230.05	79.1
10-72-251 CITY RECREATION-COED SOFTBALL	632.30	800.10	1,400.00	599.90	57.2
10-72-253 CITY RECREATION - SUMMER YOUTH	.00	250.00	3,000.00	2,750.00	8.3
10-72-255 CITY RECREATION-FLAG FOOTBALL	.00	.00	800.00	800.00	.0
10-72-256 CITY RECREATION-FOOTBALL FULL	57.37	57.37	3,500.00	3,442.63	1.6
10-72-257 CITY RECREATION-BABE RUTH	250.00	750.00	3,200.00	2,450.00	23.4
10-72-258 CITY RECREATION-VOLLEYBALL	191.45	191.45	750.00	558.55	25.5
10-72-259 CITY RECREATION-WRESTLING	.00	.00	8,000.00	8,000.00	.0
10-72-260 CITY RECREATION-BOY BASKETBALL	.00	.00	3,500.00	3,500.00	.0
10-72-262 CITY RECREATION - CAL RIPKEN	1,540.64	1,540.64	7,500.00	5,959.36	20.5
10-72-263 CITY RECREATION-GIRL BASKETBAL	.00	.00	2,500.00	2,500.00	.0
10-72-264 CITY RECREATION-TRACK/FIELD	.00	.00	1,000.00	1,000.00	.0
10-72-270 UTILITIES - BALL PARK	.00	.00	2,000.00	2,000.00	.0
10-72-530 CHRISTMAS LIGHT PARADE	500.00	500.00	1,000.00	500.00	50.0
10-72-540 CHRISTMAS LIGHT PROJECT	.00	.00	2,500.00	2,500.00	.0
10-72-550 JULY 4TH EXPENSE	39.89	3,681.85	24,000.00	20,318.15	15.3
10-72-560 CONCESSION EXPENSE	44.18	44.18	550.00	505.82	8.0
10-72-610 MISCELLANEOUS EXPENSE-REC.	.00	.00	1,000.00	1,000.00	.0
TOTAL RECREATION	3,255.83	8,888.20	68,542.00	59,653.80	13.0
<u>GOLF FUND</u>					
10-73-110 SALARIES & WAGES- GOLF COURSE	.00	2,000.00	8,500.00	6,500.00	23.5
10-73-130 BENEFITS - GOLF COURSE	.00	227.20	1,000.00	772.80	22.7
10-73-250 REPAIRS AND MAINTENANCE	2,480.65	2,629.58	5,000.00	2,370.42	52.6
10-73-270 UTILITIES - GOLF COURSE	376.53	376.53	3,200.00	2,823.47	11.8
10-73-480 EQUIPMENT & SUPPLIES	.00	.00	1,000.00	1,000.00	.0
TOTAL GOLF FUND	2,857.18	5,233.31	18,700.00	13,466.69	28.0
<u>SWIMMING POOL</u>					
10-74-110 SALARIES & WAGES-MANAGER	731.68	2,782.48	6,000.00	3,217.52	46.4
10-74-111 SALARIES & WAGES - LIFEGUARDS	3,534.40	10,746.38	26,000.00	15,253.62	41.3
10-74-130 BENEFITS-MANAGER	83.11	316.10	1,000.00	683.90	31.6
10-74-131 BENEFITS - LIFEGUARDS	401.49	1,220.72	2,250.00	1,029.28	54.3
10-74-250 EQUIPMENT SUPPLIES & MAIN.	2,108.99	3,185.43	9,000.00	5,814.57	35.4
10-74-270 UTILITIES - SWIMMING POOL	2,424.85	3,288.38	10,000.00	6,711.62	32.9
10-74-280 TELEPHONE - SWIMMING POOL	46.60	46.60	300.00	253.40	15.5
10-74-610 MISCELLANEOUS EXPENSE-SWIMMING	.00	.00	2,000.00	2,000.00	.0
10-74-740 CAPITAL OUTLAY - SWIMMING POOL	.00	.00	47,653.00	47,653.00	.0
TOTAL SWIMMING POOL	9,331.12	21,586.09	104,203.00	82,616.91	20.7

CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>LIBRARY</u>					
10-75-110 SALARIES & WAGES - LIBRARIAN	1,878.44	4,341.56	17,000.00	12,658.44	25.5
10-75-111 SALARIES & WAGES - PART TIME	179.97	905.13	20,000.00	19,094.87	4.5
10-75-130 BENEFITS - LIBRARIAN	213.40	493.21	1,700.00	1,206.79	29.0
10-75-131 BENEFITS - PART TIME	20.45	102.82	2,000.00	1,897.18	5.1
10-75-230 TRAVEL & CONFERENCES-LIBRARY	.00	.00	400.00	400.00	.0
10-75-250 EQUIPMENT SUPPLIES & MAIN.	16.23	27.05	1,200.00	1,172.95	2.3
10-75-251 OFFICE SUPPLIES - LIBRARY	.00	372.34	900.00	527.66	41.4
10-75-252 BOOK PURCHASE - LIBRARY	440.39	690.39	3,000.00	2,309.61	23.0
10-75-253 LIBRARY EXPENSE FROM TREASURY	.00	.00	1,500.00	1,500.00	.0
10-75-254 SUMMER READING EXPENSE	301.20	410.08	600.00	189.92	68.4
10-75-270 UTILITIES - LIBRARY	242.16	249.32	4,700.00	4,450.68	5.3
10-75-280 TELEPHONE - LIBRARY	117.71	117.71	1,500.00	1,382.29	7.9
10-75-290 UTILITIES- INTERNET	95.25	95.25	1,140.00	1,044.75	8.4
10-75-470 LIBRARY GRANT- CLEF	378.09	534.88	5,400.00	4,865.12	9.9
10-75-480 LIBRARY GRANT EXPENDITURES	.00	.00	5,000.00	5,000.00	.0
10-75-610 MISCELLANEOUS - LIBRARY	23.25	61.95	600.00	538.05	10.3
10-75-740 CAPITAL OUTLAY - EQUIPMENT	1,900.00	1,900.00	3,018.00	1,118.00	63.0
10-75-910 TRANSFER TO MBA FUND	.00	.00	10,000.00	10,000.00	.0
TOTAL LIBRARY	5,806.54	10,301.69	79,658.00	69,356.31	12.9
<u>AIRPORT</u>					
10-76-111 SALARIES & WAGES - PART TIME	.00	1,200.00	7,200.00	6,000.00	16.7
10-76-131 BENEFITS - PART TIME	.00	215.64	1,200.00	984.36	18.0
10-76-230 TRAVEL AND CONFERENCES	80.00	80.00	250.00	170.00	32.0
10-76-250 REPAIRS AND MAINTENANCE	1,612.04	1,665.03	10,000.00	8,334.97	16.7
10-76-260 OFFICE & RUNWAY IMPROVEMENTS	29.30	29.30	5,000.00	4,970.70	.6
10-76-270 UTILITIES - AIRPORT	438.96	438.96	2,500.00	2,061.04	17.6
10-76-280 TELEPHONE - AIRPORT	113.19	113.19	1,800.00	1,686.81	6.3
10-76-290 CREDIT CARD PROCESSING FEE	376.51	527.18	2,500.00	1,972.82	21.1
10-76-481 FUEL PURCHASE - JET A	6,449.44	6,449.44	25,000.00	18,550.56	25.8
10-76-482 FUEL PURCHASE - 100 LL	.00	.00	35,000.00	35,000.00	.0
10-76-610 MISCELLANEOUS - AIRPORT	44.89	44.89	1,850.00	1,805.11	2.4
TOTAL AIRPORT	9,144.33	10,763.63	92,300.00	81,536.37	11.7
TOTAL FUND EXPENDITURES	112,757.48	179,817.44	1,226,472.00	1,046,654.56	14.7
NET REVENUE OVER EXPENDITURES	( 43,232.47)	( 31,554.76)	.00	31,554.76	.0

CITY OF MILFORD  
BALANCE SHEET  
AUGUST 31, 2016

DEBT SERVICE FUND

ASSETS

30-11900	CASH - COMBINED FUND	(	146,518.00)	
30-12120	ST. TREAS CIB LIBRARY		22,518.00	
30-14150	PROPERTY HELD FOR SALE		97,249.66	
	TOTAL ASSETS		(	26,750.34)

LIABILITIES AND EQUITY

LIABILITIES

30-23100	DUE FROM OTHER FUNDS		122,293.02	
	TOTAL LIABILITIES			122,293.02

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:			
30-29610	FUND BALANCE-RESERVED-SID		68,076.46	
30-29800	BEGINNING OF YEAR	(	217,119.82)	
	REVENUE OVER EXPENDITURES - YTD			
	BALANCE - CURRENT DATE	(	149,043.36)	
	TOTAL FUND EQUITY		(	149,043.36)
	TOTAL LIABILITIES AND EQUITY		(	26,750.34)

CITY OF MILFORD  
BALANCE SHEET  
AUGUST 31, 2016

WATER FUND

ASSETS

51-11900	CASH - COMBINED FUND	192,809.81	
51-12100	ST TREAS-DESIGNATED-WATER	52,824.56	
51-12120	ST TREAS-RESTRICTED-BOND S3054	74,005.92	
51-12170	ST.TREAS-RESTRICTED-MAIN S3024	94,444.14	
51-13110	ACCOUNTS RECEIVABLE	30,725.27	
51-13900	DUE FROM OTHER FUNDS	126,730.82	
51-14200	DEFERRED OUTFLOW OF RESOURCES	7,467.29	
51-15100	NET PENSION ASSET	111.08	
51-16210	BUILDINGS	4,292.50	
51-16310	WATER DISTRIBUTION SYSTEM	2,455,341.01	
51-16510	MACHINERY AND EQUIPMENT	58,633.51	
51-16610	AUTOMOBILES AND TRUCKS	59,270.72	
51-17500	ACCUMULATED DEPRECIATION	( 1,666,082.41)	
TOTAL ASSETS			1,490,574.22

LIABILITIES AND EQUITY

LIABILITIES

51-21310	ACCOUNTS PAYABLE	33.32	
51-21320	DEPOSITS PAYABLE	14,554.00	
51-21330	ACCRUED EMPLOYEE BENEFITS	17,384.76	
51-21400	DEFERRED REVENUE	9,000.00	
51-25200	LOAN PAYABLE 35024	321,000.00	
51-25500	WATER FUND INTEREST PAYABLE	5,558.70	
51-25700	NET PENSION LIABILITY	31,033.86	
TOTAL LIABILITIES			398,564.64

FUND EQUITY

51-26110	DEFERRED INFLOW OF RESOURCES	4,136.22	
UNAPPROPRIATED FUND BALANCE:			
51-29110	RETAINED EARNINGS-RESERVED	61,139.44	
51-29800	RETAINED EARNINGS-WATER FUND	795,241.07	
51-29900	RETAINED EARNINGS-DESIGNATED	202,500.06	
	REVENUE OVER EXPENDITURES - YTD	28,992.79	
BALANCE - CURRENT DATE		1,087,873.36	
TOTAL FUND EQUITY			1,092,009.58
TOTAL LIABILITIES AND EQUITY			1,490,574.22

CITY OF MILFORD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>OPERATING REVENUE</u>					
51-37-100 WATER SALES	36,652.27	77,849.13	330,000.00	252,150.87	23.6
51-37-200 WATER CONNECTION FEES	.00	.00	1,000.00	1,000.00	.0
51-37-201 IMPACT FEES	.00	.00	2,500.00	2,500.00	.0
51-37-300 PENALTIES & FORFEITURES	231.21	327.97	3,500.00	3,172.03	9.4
51-37-600 INTEREST - WATER FUND	52.60	102.31	1,800.00	1,697.69	5.7
TOTAL OPERATING REVENUE	36,936.08	78,279.41	338,800.00	260,520.59	23.1
<u>INTEREST - OTHER</u>					
51-38-900 MISCELLANEOUS REVENUE	4,205.77	4,225.77	1,500.00	( 2,725.77)	281.7
TOTAL INTEREST - OTHER	4,205.77	4,225.77	1,500.00	( 2,725.77)	281.7
TOTAL FUND REVENUE	41,141.85	82,505.18	340,300.00	257,794.82	24.2

CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

WATER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
51-40-110 SALARIES & WAGES - FOREMAN	4,129.60	10,324.00	53,677.64	43,353.64	19.2
51-40-111 SALARIES & WAGES-OPERATOR A&B	2,649.60	6,624.00	36,337.60	29,713.60	18.2
51-40-112 SALARIES & WAGES-UTILITY CLERK	1,508.00	3,770.00	19,605.59	15,835.59	19.2
51-40-130 BENEFITS - FOREMAN	1,269.04	6,802.34	38,705.23	31,902.89	17.6
51-40-131 BENEFITS - OPERATOR A & B	751.72	5,439.07	31,894.16	26,455.09	17.1
51-40-134 BENEFITS - UTILITY CLERK	464.20	2,940.39	17,046.52	14,106.13	17.3
51-40-230 WATER FUEL	297.69	297.69	6,000.00	5,702.31	5.0
51-40-250 EQUIPMENT SUPPLIES & MAIN.	1,801.68	1,818.04	15,000.00	13,181.96	12.1
51-40-270 UTILITIES - CULINARY	6,469.38	6,469.38	32,000.00	25,530.62	20.2
51-40-271 UTILITIES-PRESSURE PUMP	1,030.37	1,030.37	8,200.00	7,169.63	12.6
51-40-273 UTILITIES-IRRIGATION	1,923.17	1,923.17	6,000.00	4,076.83	32.1
51-40-280 TELEPHONE - WATER	102.64	102.64	1,200.00	1,097.36	8.6
51-40-310 PROFESSIONAL/TECHNICAL SERVICE	3,775.77	3,775.77	2,000.00	( 1,775.77)	188.8
51-40-311 LEGAL AND AUDIT SERVICES	164.00	164.00	4,000.00	3,836.00	4.1
51-40-481 METER SUPPLIES AND MAINTENANCE	.00	.00	3,000.00	3,000.00	.0
51-40-510 TRAVEL AND CONFERENCE	.00	.00	1,000.00	1,000.00	.0
51-40-610 MISCELLANEOUS EXPENSE	67.53	94.53	1,000.00	905.47	9.5
51-40-620 SERVLINE INSURANCE	1,937.00	1,937.00	.00	( 1,937.00)	.0
51-40-650 DEPRECIATION	.00	.00	50,000.00	50,000.00	.0
51-40-740 CAPTIAL OUTLAY-EQUIPMENT	.00	.00	2,000.00	2,000.00	.0
51-40-813 BOND 3S024 INTEREST	.00	.00	9,630.00	9,630.00	.0
TOTAL EXPENDITURES	28,341.39	53,512.39	338,296.74	284,784.35	15.8
TOTAL FUND EXPENDITURES	28,341.39	53,512.39	338,296.74	284,784.35	15.8
NET REVENUE OVER EXPENDITURES	12,800.46	28,992.79	2,003.26	( 26,989.53)	1447.3

CITY OF MILFORD  
BALANCE SHEET  
AUGUST 31, 2016

SEWER FUND

ASSETS

52-11900	CASH - COMBINED FUND	166,702.36	
52-12110	ST. TREAS-DESIGNATED SEWER	96,265.60	
52-12160	ST. TREAS-RESTRICTED BOND 808	694.76	
52-13110	ACCOUNTS RECEIVABLE	27,569.33	
52-13900	DUE FROM OTHER FUNDS	119,562.20	
52-14200	DEFERRED OUTFLOW OF RESOURCES	7,464.63	
52-15100	NET PENSION ASSET	111.04	
52-16110	LAND	29,536.50	
52-16210	BUILDINGS	4,643.20	
52-16310	SEWER SYSTEM	2,132,234.26	
52-16510	MACHINERY AND EQUIPMENT	125,761.11	
52-16610	AUTOMOBILES AND TRUCKS	54,520.72	
52-17500	ACCUMULATED DEPRECIATION	( 1,559,465.85)	
TOTAL ASSETS			1,205,599.86

LIABILITIES AND EQUITY

LIABILITIES

52-21330	ACCRUED EMPLOYEE BENEFITS	15,985.91	
52-21400	DEFERRED REVENUE	9,000.00	
52-25700	NET PENSION LIABILITY	31,022.82	
TOTAL LIABILITIES			56,008.73

FUND EQUITY

52-26110	DEFERRED INFLOW OF RESOURCES	4,134.75	
UNAPPROPRIATED FUND BALANCE:			
52-29110	RETAINED EARNINGS-RESERVED	71,714.23	
52-29800	RETAINED EARNINGS-SEWER FUND	933,304.80	
52-29900	RETAINED EARNINGS-DESIGNATED	128,880.31	
	REVENUE OVER EXPENDITURES - YTD	11,557.04	
BALANCE - CURRENT DATE		1,145,456.38	
TOTAL FUND EQUITY			1,149,591.13
TOTAL LIABILITIES AND EQUITY			1,205,599.86



CITY OF MILFORD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

SEWER FUND

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
	<u>OPERATING REVENUE</u>					
52-37-100	SEWER FEES	22,457.15	44,821.55	265,000.00	220,178.45	16.9
52-37-201	IMPACT FEES	.00	.00	2,500.00	2,500.00	.0
52-37-600	INTEREST - SEWER FUND	95.86	186.45	1,000.00	813.55	18.7
	TOTAL OPERATING REVENUE	22,553.01	45,008.00	268,500.00	223,492.00	16.8
	<u>INTEREST - OTHER</u>					
52-38-900	MISCELLANEOUS REVENUE	.00	.00	50.00	50.00	.0
	TOTAL INTEREST - OTHER	.00	.00	50.00	50.00	.0
	TOTAL FUND REVENUE	22,553.01	45,008.00	268,550.00	223,542.00	16.8

CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

SEWER FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>EXPENDITURES</u>					
52-40-110 SALARIES & WAGES - LEADMAN	3,846.40	9,616.00	50,009.76	40,393.76	19.2
52-40-111 SALARIES & WAGES-OPERATOR A&B	1,987.20	4,968.00	27,253.20	22,285.20	18.2
52-40-114 SALARIES & WAGES-UTILITY CLERK	1,508.00	3,770.00	19,605.58	15,835.58	19.2
52-40-130 BENEFITS - OPERATOR A & B	563.76	4,079.23	23,920.62	19,841.39	17.1
52-40-131 BENEFITS - LEADMAN	1,198.85	6,600.89	37,535.83	30,934.94	17.6
52-40-134 BENEFITS - UTILITY CLERK	464.14	2,940.23	17,046.51	14,106.28	17.3
52-40-230 FUEL - SEWER	297.69	297.69	5,000.00	4,702.31	6.0
52-40-250 EQUIPMENT SUPPLIES & MAIN	399.60	442.52	7,000.00	6,557.48	6.3
52-40-270 UTILITIES-ELECTRICAL & GAS	286.84	331.29	7,500.00	7,168.71	4.4
52-40-280 TELEPHONE - SEWER	30.86	30.86	600.00	569.14	5.1
52-40-310 LEGAL AND AUDIT SERVICES	164.00	164.00	4,000.00	3,836.00	4.1
52-40-510 TRAVEL AND CONFERENCE	.00	.00	1,000.00	1,000.00	.0
52-40-610 MISCELLANEOUS EXPENSES	33.75	60.75	1,000.00	939.25	6.1
52-40-620 SERVLIN PROTECTION	149.50	149.50	.00	149.50	.0
52-40-650 DEPRECIATION	.00	.00	60,000.00	60,000.00	.0
52-40-750 CAPITAL OUTLAY - SEWER	.00	.00	2,000.00	2,000.00	.0
TOTAL EXPENDITURES	10,930.59	33,450.96	263,471.50	230,020.54	12.7
TOTAL FUND EXPENDITURES	10,930.59	33,450.96	263,471.50	230,020.54	12.7
NET REVENUE OVER EXPENDITURES	11,622.42	11,557.04	5,078.50	( 6,478.54)	227.6

CITY OF MILFORD  
BALANCE SHEET  
AUGUST 31, 2016

MUNICIPAL BUILDING AUTHORITY

ASSETS

54-11900	CASH - COMBINED FUND	(	842.00)	
54-12100	ST TREAS-RESTRICTED BOND		834.00	
54-12110	ST TREAS CIB LIBRARY		8.00	
	TOTAL ASSETS			.00

LIABILITIES AND EQUITY

LIABILITIES

54-25100	BONDS PAYABLE	(	10,000.00)	
	TOTAL LIABILITIES			( 10,000.00)

FUND EQUITY

54-26990	RETAINED EARNINGS		10,000.00	
	TOTAL FUND EQUITY			10,000.00
	TOTAL LIABILITIES AND EQUITY			.00

CITY OF MILFORD  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

MUNICIPAL BUILDING AUTHORITY

	<u>PERIOD ACTUAL</u>	<u>YTD ACTUAL</u>	<u>BUDGET</u>	<u>UNEARNED</u>	<u>PCNT</u>
<u>SOURCE 39</u>					
54-39-100 TRANSFER FROM GENERAL FUND	.00	.00	( 10,000.00)	( 10,000.00)	.0
TOTAL SOURCE 39	.00	.00	( 10,000.00)	( 10,000.00)	.0
 TOTAL FUND REVENUE	 .00	 .00	 ( 10,000.00)	 ( 10,000.00)	 .0

CITY OF MILFORD  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING AUGUST 31, 2016

MUNICIPAL BUILDING AUTHORITY

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>DEPARTMENT 40</u>					
54-40-740 CAPITAL OUTLAY - EQUIPMENT	.00	.00	10,000.00	10,000.00	.0
TOTAL DEPARTMENT 40	.00	.00	10,000.00	10,000.00	.0
TOTAL FUND EXPENDITURES	.00	.00	10,000.00	10,000.00	.0
NET REVENUE OVER EXPENDITURES	.00	.00	( 20,000.00)	( 20,000.00)	.0

CITY OF MILFORD  
BALANCE SHEET  
AUGUST 31, 2016

GENERAL FIXED ASSETS

ASSETS

91-16110	LAND	260,210.36	
91-16210	BUILDINGS	802,160.31	
91-16310	IMPROVEMENTS OTHER THAN BLDGS	2,756,133.93	
91-16410	OFFICE FURNITURE AND EQUIPMENT	67,948.26	
91-16510	MACHINERY AND EQUIPMENT	357,436.93	
91-16610	AUTOMOBILES AND TRUCKS	54,129.00	
91-16710	CAPITAL ASSET - INFRASTRUCTURE	369,412.64	
91-16810	WIP	85,600.00	
	TOTAL ASSETS		4,753,031.43

LIABILITIES AND EQUITY

FUND EQUITY

	UNAPPROPRIATED FUND BALANCE:		
91-29800	BEGINNING OF YEAR	652,156.02	
91-29850	ADDITIONS - CURRENT YEAR	4,100,875.41	
	REVENUE OVER EXPENDITURES - YTD		
	BALANCE - CURRENT DATE	4,753,031.43	
	TOTAL FUND EQUITY		4,753,031.43
	TOTAL LIABILITIES AND EQUITY		4,753,031.43

CITY OF MILFORD  
BALANCE SHEET  
AUGUST 31, 2016

GENERAL LONG TERM DEBT

ASSETS

95-18100 AMT PROVIDED-GENERAL LT DEBT

315,449.30

TOTAL ASSETS

315,449.30

LIABILITIES AND EQUITY

LIABILITIES

95-21500 ACCRUED EMPLOYEE BENEFITS

12,452.84

95-21700 FAIRWAY MOWER LEASE

9,503.14

95-25102 BONDS PAYABLE -CIB LIBRARY

260,000.00

95-25700 NET PENSION LIABILITY

33,493.32

TOTAL LIABILITIES

315,449.30

TOTAL LIABILITIES AND EQUITY

315,449.30

# Milford Municipal Airport Monthly Fuel Analysis Month August 2016

Date	100 LL	Gallons Sold & Test	Jet A	Gallons Sold & Test	Tie Down	After Hours Fee	Oil	Misc.	Processing Fee	Total
8/1/2016	\$184.39	37.25	\$190.08	50.02					\$5.99	\$368.48
8/2/2016	\$264.48	53.43		0					\$14.77	\$249.71
8/3/2016	\$173.35	35.02		0					\$5.63	\$167.72
8/4/2016	\$68.36	13.81	\$230.62	60.69					\$9.72	\$289.26
8/5/2016	\$138.65	28.01		0					\$4.51	\$134.14
8/6/2016		0		0						\$0.00
8/7/2016		0		0						\$0.00
8/8/2016		0		0						\$0.00
8/9/2016		0		0						\$0.00
8/10/2016	\$510.05	103.4	\$507.38	133.52					\$26.47	\$990.96
8/11/2016	\$494.01	99.8	\$698.44	183.8					\$31.40	\$1,161.05
8/12/2016	\$554.45	112.01	\$726.79	191.26					\$29.17	\$1,252.07
8/13/2016	\$530.34	107.14	\$1,117.81	294.16					\$32.21	\$1,615.94
8/14/2016	\$529.16	106.9	\$667.20	175.58					\$45.01	\$1,151.35
8/15/2016	\$504.95	102.01	\$669.44	228.8					\$16.95	\$1,357.44
8/16/2016	\$297.10	60.02	\$309.85	81.54					\$36.13	\$570.82
8/17/2016		0	\$607.81	159.95					\$19.75	\$588.06
8/18/2016		0		0						\$0.00
8/19/2016		0	\$409.57	107.78					\$13.31	\$396.26
8/20/2016	\$154.19	31.15		0					\$2.44	\$151.75
8/21/2016	\$122.66	24.78		0					\$6.55	\$116.11
8/22/2016		0		0						\$0.00
8/23/2016		0		0						\$0.00
8/24/2016		0		0						\$0.00
8/25/2016	\$20.00	4.04		0					\$0.65	\$19.35
8/26/2016		0		0						\$0.00
8/27/2016		0	\$540.74	142.3					\$17.57	\$523.17
8/28/2016		0		0						\$0.00
8/29/2016		0		0						\$0.00
8/30/2016		0		0						\$0.00
8/31/2016		0		0						\$0.00
	<b>\$4,546.14</b>	<b>918.77</b>	<b>\$6,875.73</b>	<b>1,809.40</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$318.23</b>	<b>\$11,103.64</b>

## Balance of Funds for Fuel Purchase

Fuel Purchases		
Amount	Gallons	Type
\$6,449.44	2462.00	Jet A 100 LL

Accumulated Credit Card Balance			
Month Total			
Month Balance	Payments	Description	Balance
\$11,421.87			-\$2,093.77
	\$11,799.55	CC Rem	\$9,328.10
	\$0.00	Cash	-\$2,471.45
			-\$2,471.45

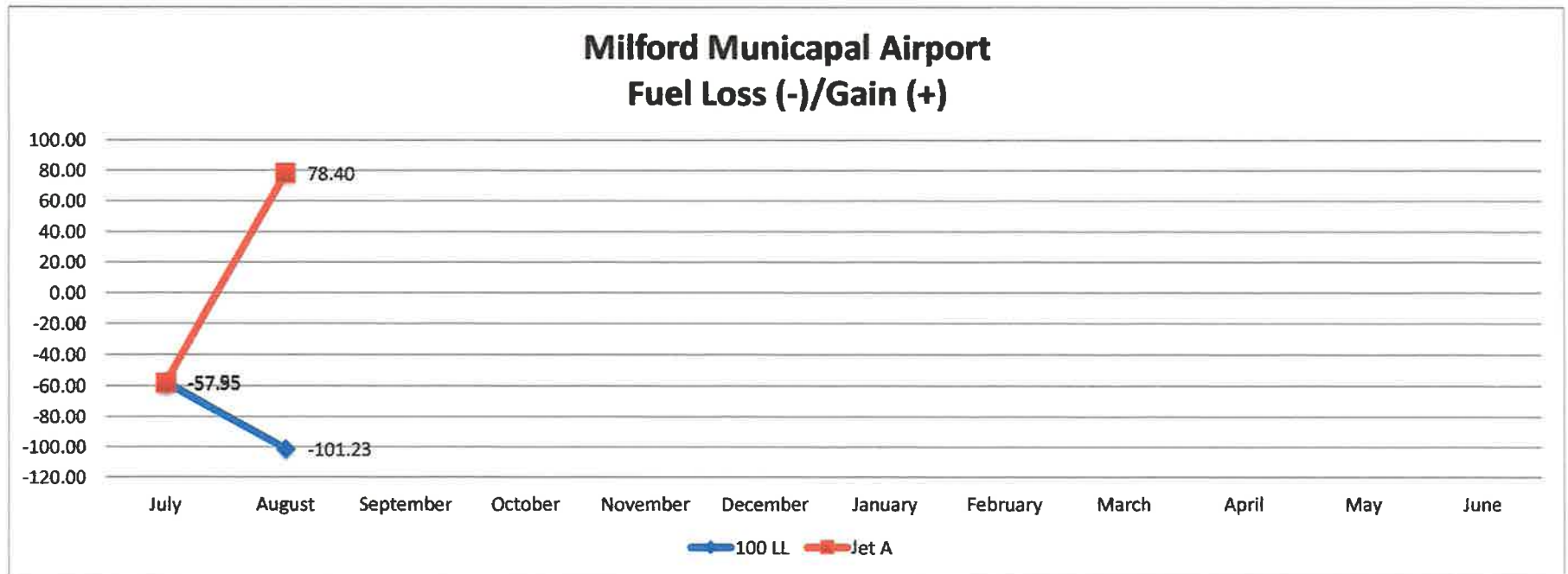
## Inventory of Fuel

	Beginning Reading	Gallons Purchased For Month	Gallons Sold For Month	Actual Ending Reading	Ending Reading	Pump Loss	Cost Per Gallon	Total Inventory
100 LL	3429.00	0.00	918.77	2510.23	2409.00	-101.23	\$4.06	\$9,780.54
Jet A	2067.00	2462.00	1809.40	2719.60	2798.00	78.40	\$2.62	\$7,330.76
Total	5496.00	2462.00	2728.17	5229.83	5207.00	-22.83		\$17,111.30



# Milford Municipal Airport Fuel Loss/Gain 2016-2017

	July	August	September	October	November	December	January	February	March	April	May	June
100 LL	-57.55	-101.23										
Jet A	-57.95	78.40										



Milford City Council Meeting  
Tuesday, August 16, 2016, 4:00 P.M.  
Milford EMS Center, 880 North Main Street  
Milford, Utah 84751

Members Present: Mayor Nolan Davis, Council Members Aaron Cox, Wayne Hardy, Les Whitney, Russell Smith, and Terry Wiseman

Absent: None

Staff: City Administrator Makayla Bealer, City Recorder Monica Seifers, Administrative Assistant Lisa Thompson, Attorney Leo Kanell, Jesse Ralphs – Sunrise Engineering, Riley Rose, Benjamin Stewart

Visitors (Official Roster): Brandon Yardley, Sherri Yardley, Alison Cox, Vincent Cox, Jennifer Cox, Jaynell Bailey, Bart Fisher

Call to Order

Mayor Nolan Davis called the meeting to order at 4:00 p.m. followed by the Pledge of Allegiance.

Recognition to Visitors Relating to City Business

a. Brandon Yardley – Discuss Purchase or Trade of Land West of the Sewer Lagoons

Mr. Yardley is interested in city owned property that is located west of the sewer lagoons, there are about 10.25 acres. He would like to purchase the grounds or possibly trade for a piece that they own across the tracks if the city would be interested in trading. When he spoke with Makayla she indicated that the city would probably be more interested in selling than trading so he does not have the actual area but believed it was only about 6 acres. They are looking at putting a pivot on their farm that borders city property and need that 10 acres in order to make it work. He was in attendance to see if the council was interested. The river channel runs about where the property line is. If they do put a pivot up they would be moving that channel over along the fence on the sewer lagoon, just around the bend of the pivot. There is concern of a pipeline that goes through there. He explained that they would work with all of the pipes, overflow pipes. They would leave enough room for the river channel to run when water is back in it again. Mayor Davis asked if the city would ever get into a situation where we would run that overflow into the sewer? Ben stated that he had never seen water all that far. Right now we are only using the first two. Mayor Davis then asked if there would be any environmental impacts if we started to use that overflow? Council Member Cox asked if the county had the rights to that canal. Mr. Yardley replied that he was not sure stating that no one wants to take control of the canal because it is flood control and when it is running they are pointing the finger at somebody else. They told the Yardley's that it was the landowners responsibility to clean and maintain that. The Yardley's asked the county for some help last time it was running, and they were good to come do a little bit but they weren't going to get too serious about it. Council Member Whitney stated that he knew when there were issues with the canal out on the flat, the county would come in and clean those and maintain them. Attorney Kanell explained the water rights to the Beaver River when there is water in the canal and how they affect the county maintaining the canal. Mr. Yardley stated that he thought they (Yardley's) cleaned the canal on the city property last time and it was in pretty good shape, there wasn't a lot of vegetation because there was no water, it wasn't a big deal. He stated that the Yardley's purchased some ground like that last year for \$700 per acre adding that they could offer \$1000 an acre. They need the land but do have a backup if this does not work. This property is closer to the well and fits the farm a little nicer than plan B. Foreman Stewart was concerned with how close the canal would be to the sewer ponds. Mr. Yardley thought it would be far enough but they would make sure there was enough dirt up on the bank to not allow the water to come up, it would cause him harm too. He stated it should never touch the ponds, adding that the trick is to get in there early before the water gets there and

get the canal cleaned out and ready for the water and then it is not usually a problem. The Yardley's would make sure it was good and prevent any problems for the city in the future. Council Member Cox wanted to look at it but wanted to make sure it was okay with the county to move the river channel. Mr. Yardley responded that they have moved it twice already and were told by the county, "It is on your property, do what you want with it". Council Member Cox asked Attorney Kanell for his thoughts. Attorney Kanell explained that the city would have to go through a process if we want to sell property, first holding a public hearing and it is a difficult environmental process to put in a sewer pond, so when you own property it would not be his advice to sell it because if you do have to go buy property for expansion then it is more difficult than when you already own the property. He did not see a problem with leasing the property. Any time you sell your property you are giving up control. Where it is so close to the sewer it makes him nervous that the neighbors will be having issues with the odor. It was his preference to lease property rather than give up ownership of it. Mr. Yardley stated they own property around the sewer lagoons right now and know what they are dealing with already. He just wants to know as soon as possible so he can move forward this fall. Council discussed concern with using the west property for future expansion due to the proximity of the river channel. Mr. Yardley cited that the city purchased another 15 acre parcel on the east side that keeps it away from the river. Foreman Stewart explained that it would be easier to expand into the existing pond where it is already set up to flow into it, if we had to. Mr. Yardley did not know what the restrictions would be on locating that close. Council Member Cox would also like to ride out and look at it as well. Mr. Yardley added that he had concerns with surveying the property asking the council if they were to enter into an agreement if the language could say that the property line would run along the west fence of the sewer lagoon. They won't be building homes or anything like that, if they were they would have it surveyed. Council Member Cox asked Mr. Yardley if he would have any interest in leasing? Brandon explained that it would be tough to lease because they would be investing about \$75,000 so if they leased it for ten years and then the city said they wanted the property back he would be out a lot of money and would have to go to plan b anyway. If they have to spend the money anyway he would like to save himself the hassle of having to move in the forward. Council Member Cox felt that we need to find out how close the river channel can be located. Brandon can try to find out how close it can be to an existing sewer lagoon. Jesse added that he could look into it as well.

b. Vincent Cox and Jennifer Cox – Discuss Quit Claim Deed

The Coxes have purchased a parcel of land just north of the old Milford Clinic. Vincent explained that when the survey was done it was found that there is a strip of the property, about 34 feet wide, that borders the highway that is owned by Milford City. They are proposing the city quit-claim the property to them. Attorney Kanell stated that the city had just met with UDOT to discuss a project for the installation of curb and gutter along there all the way to the corner. The city probably needs to go through that and then the next question is are you willing to contribute toward any of the curb and gutter in exchange for deeding you the property. Vincent Cox replied with yes. Jennifer Cox explained that they are going to be putting in a mechanic's shop so in order to get their occupancy they would need to put in those improvements. Mr. Cox added that they would make sure it was brought up to code with curb, gutter, and sidewalk, they would take that responsibility. Attorney Kanell asked if they just wanted to pay for it or wait and see if UDOT will pay for any of it? The Coxes were okay with that, but without knowing any of that initially, they had already planned to take care of it if it was deeded to them. Attorney Kanell explained that UDOT wanted them to have access from the road on the south so that they would not be driving from the state highway. Is that something that could be worked out with your plans? Mr. Cox stated he had spoken with one of the state road representatives about the approach and he had looked over ideas that they had and he did not have any problems with the approach coming straight off of main street at a 90 degree angle and then anything from there would just be a bonus for access to the property. That is something that they would look at and work out. They would leave the old access for the ambulance open. Coxes are open to allowing the city to work with UDOT on the project, they want to do what is best for the business and

main street. Makayla explained that the project could be a lengthy process but the city can keep them informed. The city will need to contact Lyncoln Cox. Council Member Whitney asked if the road between the old clinic and the property was a private road, it was his understanding that the road was put in as a private road for ambulance use only. The Coxes purchased the property which went all the way to the grass (old clinic), so that is primarily a private road right now. Attorney Kanell stated that was correct. The city does not want them to give up the road, just make a public access through an easement. He explained that if the city were to take it over the requirements of maintenance are higher than what would be expected if the property owners retain it. Jennifer Cox inquired if UDOT would close it off when they put in the curb and gutter and the only access would be that road, or would there be another access? Attorney Kanell stated that there would be two places that they could come in and out. Administrator Bealer explained that there would be an access into the old ambulance road which would provide access to both businesses. A public easement needs to be determined. Jennifer Cox asked if they were better off to wait and see what the state comes up with. Attorney Kanell replied that yes, it needs to be owned by the city in order to be included in the project. Council Member Wiseman said it could take a few years to get the funding. Milford City needs to get a cost estimate and submit it as soon as they can. Council Member Whitney stated that he didn't want to hold the Coxes up. Council Member Wiseman explained that if the city tries to rush it through, the city will have to come up with part of the funding for the curb and gutter whereas if the state can do it in with their project, they will provide most of the funding. Scott Snow was going to look into how far out that project was and see if he can squeeze it into another project or something. Administrator Bealer asked for clarification – when the Coxes bought the property it includes all the property clear to the grass, the driveway? Vincent explained that it includes the driveway, the property goes all the way to the grass of the old clinic, to the north. Administrator Bealer cited that this would have to be discussed with UDOT, because if they (Coxes) decide they want to utilize that private drive for strictly their business, they can do that, but there will have to be another entrance into Lyncoln Cox's business. Council Member Wiseman stated that there would be a 40 foot entrance down further to the south for Lyncoln's access. Attorney Kanell clarified that UDOT wanted two ways to access for emergency purposes. The city needs to get an estimate and see how long the process is going to be. The details can be worked out with the Coxes one way or the other. (Brandon Yardley left the meeting at 4:47 PM). Council Members Whitney and Wiseman discussed the best approach coming off of highway 257. There were several conversations going on during this time. City Administrator Bealer asked for clarification for proceeding asking the Coxes if they want to wait and let the city work with UDOT. Mayor Davis stated that we still have to get it surveyed and get an estimate. Administrator Bealer cited that Council Member Wiseman has contacted the state and asked to have it surveyed, as soon as we hear back, if they are not going to send someone then the city will have to hire someone to survey the property. Mayor Davis asked the Coxes to give the city a month to work with UDOT and find out more on the project scope. Vincent Cox stated that they would wait and schedule another meeting with the council in the future.

Vincent and Alison Cox and Jennifer Cox left the meeting at 4:52 PM

#### Consent Issues

Consent issues including bills and payroll, Financial Report July 2016 and Minutes of July 19, 2016 Council Meeting and Public Hearing- Irrigation Water Rates were presented.

- *MOTION: Council Member Les Whitney moved to approve the consent issues as presented. Motion was seconded by Council Member Russell Smith. All were in favor, motion carried.*

#### New Business

- a. Discuss Installation of Security Cameras at Milford Public Library

Tushar Contracting is two weeks out. Should have completed in 3 weeks. Kyle Blackner can give occupancy. The bid for changing out the door came in at \$2,030.00. Security cameras were bid at \$1900.00. There is \$2030 in the budget, if the city were to put in the security cameras the door replacement would not be necessary. Council Member Wiseman wanted to leave the door as is and use it as an entrance and exit, putting in the security cameras. Administrator Bealer felt that there was a huge investment made to put the stairs in and they need to be utilized. If a citizen wants to utilize the stairs they should be able to. There was concern of having resources taken from the library, but with the restructure of the staffing, there should be two staff at the library at all times. If there is an issue, the security cameras can be pulled and reviewed. Council Member Cox asked how many cameras the bid included? Makayla replied there were four, which Roger felt should be sufficient for covering the entire library. He asked if it was expandable. Administrator Bealer to find out if expandable.

➤ *MOTION: Council Member Terry Wiseman moved to accept the bid and approve the installation of security cameras at the library. Motion was seconded by Council Member Les Whitney. All were in favor, motion carried.*

Sherri Yardley and Jaynell Bailey left the meeting at 4:59 PM

b. Discuss Central Air at the Senior Citizen's Center

Staff at the center have reported that the kitchen is extremely hot so they are setting the AC thermostat to low in the dining room area but the kitchen remains hot. They wanted to know if a window mount swamp cooler could be installed in the kitchen. Matt Charron advised that you have to either use a AC or a swamp cooler, you can't use both or it will defeat the purpose. She asked him to give a bid for an additional unit for the kitchen; it came in at \$3,998.00. She explained that we don't have that budgeted this year and it is getting to the tail end of the hot season so AC shouldn't be needed much longer. This could be budgeted for next fiscal year and we could have it installed next spring. Council Member Smith proposed that it be put out to bid next spring and included in next year's fiscal budget.

c. Discuss Pavement Preservation Project at Milford Airport

State of Utah has approved the Milford Airport for a pavement preservation project for FY 2017, but are flexible with the timing. The work will commence in the Fall of 2017 to allow the city to budget the \$14,000. Armstrong Consultants is working on the draft scope including the schedule, cost, and drawings. Mayor Davis asked Administrator Bealer to check with Armstrong to see if there is any FAA Funding available to help off-set the city's cost.

d. Approval of Hiring of Library Personnel

Nichole Christensen was selected for the 7 hour per week Programming Coordinator and started on August 8<sup>th</sup> and Cynthia Carter was selected for the 29 hour per week Library Assistant and will start August 29<sup>th</sup>.

➤ *MOTION: Council Member Les Whitney moved to approve the hiring of Nichole Christensen and Cynthia Carter as part time help at the Library. Motion was seconded by Council Member Aaron Cox. All were in favor, motion carried.*

e. Discuss and Action on Backhoe Lease with John Deere

The annual lease with Honnen Equipment came back with a lease payment increase to \$6500.00. The payment last year was only \$891.00. Council discussed options involving both lease and purchasing and the pros and cons of each option. Council Member Cox stated that we would need to know the transportation costs of returning the backhoe to Honnen. Mayor Davis cited that even with the considerable increase in lease payment, the city would not be out anything but about \$7200.00 and would have a year to figure it out if we continued with the annual lease with Honnen Equipment.

194  
195 Bart Fisher entered the meeting at 5:25 pm. Lisa Thompson left the meeting.  
196

- 197 ➤ *MOTION: Council Member Wayne Hardy moved to approve for the city to continue the annual*  
198 *lease with Honnen Equipment at \$6,500.00 for one more year for 300 hours of use. Motion was*  
199 *seconded by Council Member Russell Smith. All were in favor, motion carried.*  
200

201 Council discussed what budget items could be cut with Foreman Stewart and Administrator Bealer. Ben  
202 stated that they have never had winter salt, and if we cut that we won't need the sander. Mayor Davis  
203 recommended that the winter salt, street signs, sander for the one-ton, and flashing speed limit signs be  
204 cut from the budget and all items be put back on the list for FY 2017-2018 budget. Ben was in agreement.  
205

- 206 ➤ *MOTION: Council Member Aaron Cox moved to cut the winter salt, street signs, sander for the*  
207 *one-ton, and flashing speed limit signs from the FY 2016-2017 budget to allow for the annual lease*  
208 *payment on the back hoe. Motion was seconded by Council Member Les Whitney. All were in*  
209 *favor, motion carried.*  
210

## 211 Old Business

### 212 a. Discuss Water Improvement Project

213 Mayor Davis stated he has had a lot of concerns. Then Attorney Kanell called him and expressed his  
214 concerns that the city may be rushing into too much. The concerns being that it would result in a rather  
215 large rate increase for the citizen's. We are currently offering ServLine protection and would like to have  
216 our consumers covered; there are concerns with adding too much at once. Interim financing: It was felt  
217 that the city could plan for the up-front cost and not have to do the interim for that portion. Radio read  
218 meters: there is nothing to off-set the cost, although there is a huge benefit in being able to read all twelve  
219 billing periods, it would provide time savings for the crew and staff, and water leaks would be discovered  
220 a lot quicker especially in the winter; SCADA System: the power outage on the 24<sup>th</sup> of July cost the city  
221 time and resources that could have been better utilized.  
222

223 Administrator Bealer suggested waiting until the audit was received to see where the city was at on water.  
224 Jesse Ralphs stated he was still in favor of a rate increase anyway to build the fund up for when the project  
225 did move forward. Council Member Cox asked Jesse if the city was to do the radio read meters on its own  
226 would they be able to. Jesse explained that they could do that independent of the project without having  
227 to upgrade the setters and meters. Council Member Cox stated that the city has one well, no backup  
228 generator, and we are running at full capacity. That is where the focus should be. Jesse stated that there  
229 was a benefit to doing it all at once. Council Member Cox cited that he would like to see the entire project  
230 done at once – it is old infrastructure and it would be time saving. We are watching old systems and  
231 spending a lot of money trying to maintain them. Makayla asked if they wanted to wait until the audit  
232 came back and go from there, it should be back in November. Jesse cited that there have been some  
233 engineering costs accrued with project development on this over the past six months, they would just ask  
234 that if the city decides to put the project off, if they could just roll that over to the general engineering  
235 contract. The intent was that it would have been paid off with the project funding, but if we can roll that  
236 over to the general engineering contract so we could be compensated for the time that has been put in up  
237 to this point. Mayor Davis said yes.  
238

239 Council Member Hardy asked to be excused at 5:53 PM.  
240

### 241 b. Community Center Update

City Administrator Bealer stated that we need to decide what course of action we are going to take. We have discussed demolition, moving to Main Street, and the old hotel. Mayor Davis stated that there are astronomical costs associated with bringing it up to code and to meet earthquake requirements. No businesses that are currently paying a couple of hundred, if that much, in rent are wanting to pay the amount that would be required for commercial lease. They will go back to home occupations. He added that if the city goes with something downtown there is still funding needed for demolishing the old building. Council Member Cox stated that there are still health concerns at 26 South 100 West, homeowners that are wanting to sell their homes and move because of the bats. Council Member Whitney cited that the old hotel needs to be taken out of the equation and the city needs a long term commitment from the county. The council needs to determine how they are going to move forward and then go to the county. If the county wants to participate, they need to give the city a long term commitment, they would need to determine what space they need, design it, and then they will pay for their portion. Discussed the possibility of the post office leasing space as well. Council Member Whitney stated he felt it was time to make a decision and stop sitting idle.

- *MOTION: Council Member Les Whitney moved to proceed with demolition at 26 South 100 West and rebuild with the new proposal as presented, inviting Beaver County and having them design their portion and also seeing if the post office is interested in leasing space. Motion was seconded by Council Member Russell Smith. All were in favor, motion carried.*

c. Burrow Blocker Machine Update

Mark Nelson with the USU Extension office does not feel that this machine would work for Milford City. There have been no reviews done by universities anywhere and the only feedback on the machine is coming from the manufacturer. He recommended a PERC machine. The Wiseman's and the Yardley's have recently purchased this machine and have had good success rates with it. Administrator Bealer cited that there is no money budgeted for this issue so would like to see something on the next year wish list. Attorney Kanell inquired if the farmers would be interested in allowing the city to lease or rent the machine to see if it works. Administrator Bealer will contact them to see if that is a possibility and report back.

Ordinance and Resolutions

a. None

Staff and Council Reports

Leo Kanell ~ City Attorney

➤ Trying to get the county to look at a separate tax levy for law enforcement. He has a resolution drafted that would be passed following the public hearings. We need to start talking to the public, particularly the Milford City residents. Would like to pass the resolution in September or October, after a public hearing, and also send the materials to Beaver City. The idea is that if the county were to raise their taxes a certain percentage, and the city were to lower their property taxes the same percentage, then our citizens would come out about equal. Doing that, we would eliminate the payment for police services and everyone in the county would pay the same amount for police services; it would be a county wide function, just like we do for the libraries, recreation, garbage, fire. So if we could get this set we wouldn't have to worry about it again. The resolution includes all arguments supporting why we want to do it. We really need the people in the communities to agree that it is how we want to move forward. He has all the taxing and assessments for this year. Craig Wright, Beaver City Mayor, is behind it. We will need to schedule the public hearings. Makayla will email the resolution to the Council and staff.

Attorney Kanell asked to be excused at 6:30 pm.

291  
292 Makayla Bealer ~ City Administrator

- 293 ➤ Lindsay Cheney has contacted the city to see if we were interested in expanding the cemetery to the
- 294 south. She'd had some soil samples done on her property. Makayla let her know that the property was
- 295 already determined to not be usable for the cemetery.
- 296 ➤ She has been preparing the audit, the auditor will be on site the 23<sup>rd</sup>.
- 297 ➤ The shed and tower have been removed at the airport.
- 298 ➤ Street maintenance will be taking place August 29 and 30.
- 299 ➤ An individual residing in the trailer park on 500 West had applied for a building permit as they had
- 300 built a shed/bedroom on the trailer without a permit. While the building official was up there it was
- 301 discovered that a lot of structures had been placed throughout the park. Inspections have taken place
- 302 at the trailer parks. They have compiled a complete list of findings and will be asking the property
- 303 owners to take corrective action to make the parks safe for the public. Those present for the inspections
- 304 were: Chief Les Whitney, State Fire Marshall Todd Hobhein, and both Beaver County Building
- 305 Officials Kyle Blackner and Jared Gillins. Lisa Thompson was also on site to document the findings.
- 306 A list of improvements needing to be completed was compiled.
- 307 ➤ Administrative Assistant Thompson had expressed that the Planning and Zoning Board was having a
- 308 hard time getting their members to attend. They are in important part of the success of the city. Lisa
- 309 had attended a training and found that a lot of municipalities will offer an enticement. Administrator
- 310 Bealer asked if this was something we wanted to implement. She suggested that if the members
- 311 attended so many meetings they would receive a recreation pass. She asked the council to think about
- 312 it and it would be revisited in a future meeting. Council Member Whitney added that he felt that
- 313 summer activities seem to impede the attendance of these volunteers. Council Member Cox supported
- 314 the idea of offering a pass to the Board of Adjustments and Planning Commission members. Makayla
- 315 stated that it wouldn't be a direct cost to the city. Council Member Cox cited that these volunteers take
- 316 a lot of heat on behalf of the city. Makayla suggested setting it up in a resolution that they have to
- 317 attend a percentage of the meetings during the calendar year and give them the option of either a swim
- 318 pass or a golf pass. Council thought it was a good idea. A resolution will be presented at a later date.

319  
320 Monica Seifers ~ City Recorder

- 321 ➤ No reports or comments.

322  
323 Lisa Thompson ~ Administrative Assistant

- 324 ➤ No reports or comments.

325  
326 Ben Stewart ~ City Foreman

- 327 ➤ No reports or comments.

328 Bart Fisher commented from the audience that Ben and the crew did an excellent job with the sock and  
329 light out at the airport stating that it was working out really good; they did a good job.

330  
331 Council Member Aaron Cox ~ Water, Public Safety and Law Enforcement, Beautification

- 332 ➤ Contacted Kiley Maycock regarding the ATV's and he will be getting a report together for the council.
- 333 The report will show how many stops, etc. He was unable to get it for today's meeting, but should
- 334 have it for the next meeting.

335  
336 Council Member Terry Wiseman ~ Library, Streets

- 337 ➤ Inquired where we were on the property for the well. Makayla explained that Blake Williams did not
- 338 want to pay to have a survey so they were hoping to get a description from the well logs and then deed
- 339 the property to the city. The city would then file the application on the water rights. The information



on the well logs did not work out, so Larry Maycock stated that he had Magleby survey the land and he could get us a description within a week. He would send it to Leo who would prepare the documents. It is unknown whether or not Attorney Kanell received it or not. Council Member Cox stated that he talked to Blake Williams earlier today and he was close to having everything.

- Reported he has heard a few complaints on the excavation that took place by a private contractor on 100 East, he has asphalted part of it but left the other exposed. Council Member Wiseman felt he had more than enough time to take care of it. Foreman Stewart reported that the contractor had not ordered enough material and he will follow up and see that it gets taken care of.

Mayor Davis ~ Waste Management, Economic Development, Five County Steering, LIC Committee

- No reports or comments.

Meeting Adjournment ~ *As there was no further business the meeting adjourned at 6:41PM.*

Milford City Council Work Session  
Thursday, August 25, 2016, 8:00 AM  
Milford City Office, 405 South Main Street  
Milford, Utah 84751

Members Present: Mayor Nolan Davis, Council Members Aaron Cox, Wayne Hardy, Russell Smith, Les Whitney, and Terry Wiseman. City Administrator Makayla Bealer and Recorder Monica Seifers were also present.

Visitors: None

Mayor Davis called the meeting to order at 8:12 a.m.

WORK SESSION

The purpose of the meeting was to review and approve the Agreement for Return of Property. Administrator Makayla Bealer explained that Billie Dalton and Larry Maycock own the property that Blake Williams is trying to purchase. They would like to be able to take the property back if the state denies the change of application.

➤ *MOTION: Council Member Wayne Hardy moved to authorize Mayor Davis to sign the agreement. Motion was seconded by Council Member Aaron Cox. All were in favor, motion passed.*

MEETING ADJOURNMENT

*As there was no further business the work session adjourned at 8:19 a.m.*



Makayla Bealer <mbealer@milford.utah.gov>

## Canal Near Lagoons

1 message

Jesse Ralphs <jralphs@sunrise-eng.com>

Fri, Sep 9, 2016 at 10:31 AM

To: Makayla Bealer <mbealer@milford.utah.gov>

Cc: "Nolan Davis (ndavisfiredist2@hotmail.com)" <ndavisfiredist2@hotmail.com>

Makayla,

I have looked into the Rules governing the design and construction of sewer lagoons to see what it says regarding proximity to waterways or flood channels with respect to Brandon Yardley's proposal to re-locate the canal/storm channel. I'll summarize the applicable sections from the rules, and then provide our general considerations on the situation.

In R317-3-10 (Lagoons), it provides certain requirements for lagoon siting (for new lagoon construction). Among the considerations,

- Distance from Habitation: lagoons should be at least  $\frac{1}{4}$  mile from residential, commercial, or institutional areas, or areas that may be developed for these purposes in the future.
- Surface Runoff: lagoons shouldn't be sited in watersheds receiving significant amounts of storm water run-off. Runoff channels should be diverted around lagoons to protect lagoon embankments from erosion.
- Hydrology & Hydrogeology: close proximity to water supplies and other facilities subject to wastewater contamination should be avoided.
- Erosion Control: The exterior face of the dike slope should be protected against erosion due to severe flooding (or any flooding) of a water course.

Considering these general requirements, as well as general engineering practice, we would lean towards keeping the canal/channel as far from the toe of the dike as possible. The primary concern is the erosion of the lagoon dike, and subsequent failure and large scale contamination that would be caused if such an event occurred. It would be improbable, and may only be a possibility in the event of a very severe flood year/event, but the guidelines are put in place to protect against such infrequent events. The secondary concern would be seepage from the lagoons into the channel. If the bottoms of the lagoons are higher than the surrounding ground (outside of the dikes), and then you cut a channel down at or near the toe of the dike, you increase the chance that the wastewater that is percolating into the floor of the lagoon will find a path into the canal. Again, this is improbable, but not impossible.

I would concur with the concerns that Leo expressed in the meeting regarding maintaining a standoff distance between the lagoons and neighboring properties. However, if Brandon is still interested in purchasing that piece, we could look further into the issue by taking the following two steps:

1. Send the question up to the Division of Water Quality and see if they would be inclined to take a position on the question.
2. Have our hydrogeologist (Dao) do a basic analysis to see what he feels would be a "safe" standoff distance for the canal based on the soils and hydrogeological conditions.

The other option is to find out from Brandon just how far up against the lagoons he would need to move the canal. If he can maintain a good 75 – 100' away from the dikes and still be able to run his pivot, then it may be a moot issue.

If you want me to go ahead and pull the trigger on either of these next steps, just let me know and I'll move forward with it.

Thanks,

Jesse



**JESSE RALPHS, P.E.**

Project Manager

[jralphs@sunrise-eng.com](mailto:jralphs@sunrise-eng.com)

25 East 500 North, Fillmore, Utah 84631

TEL [435.743.1145](tel:435.743.1145) CELL [435.760.0881](tel:435.760.0881)

[sunrise-eng.com](http://sunrise-eng.com)

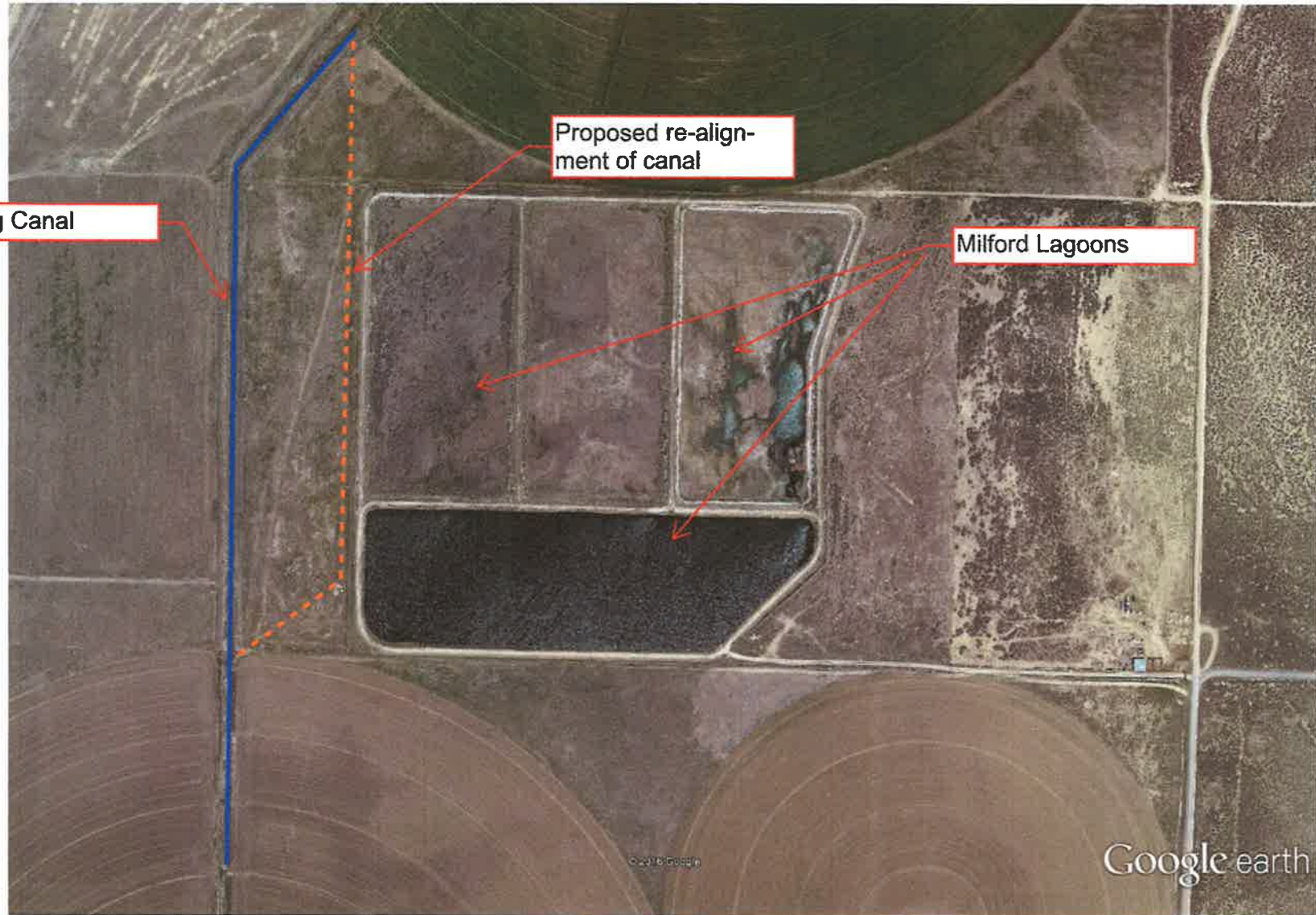


**Milford Lagoons Google Earth.pdf**  
394K

Existing Canal

Proposed re-align-  
ment of canal

Milford Lagoons





Makayla Bealer <mbealer@milford.utah.gov>

---

## Milford Water Project - Project Development

1 message

---

**Jesse Ralphs** <jralphs@sunrise-eng.com>

Mon, Sep 12, 2016 at 10:38 AM

To: Makayla Bealer <mbealer@milford.utah.gov>

Cc: "Nolan Davis (ndavisfiredist2@hotmail.com)" <ndavisfiredist2@hotmail.com>, Robert Worley <rworley@sunrise-eng.com>

Makayla,

Just to follow up on the discussion about the Milford Water Project, I wanted to touch base with you on the time that was spent in the project development phase over the past six months or so. When we are asked to move forward with the process of project planning, meeting with funding agencies, representing the project at public hearings, and meeting with the council to discuss the details of the project and progress, we account for the time and expense under a project development/project administration task number. We generally hold this expense until the project funding (either from funding agencies or from interim financing) is available so as to minimize the upfront costs to the City prior to funding being available. We make an attempt to ensure that the City is aware and onboard with each step of the process so that we don't go down a path that the City really doesn't want to go down. With the Milford Water Project, the decision to pursue the project (initially) and start looking at project funding was made in March, and we moved forward from there. Since the council has decided to set the project aside for the time being, we would respectfully request to be compensated for the time that has been put into this pursuit, since the future and schedule of the project is currently unknown. If the council decides to move forward with the project in the future, this expense may still be eligible for reimbursement if it can be shown that there is continuity with the project (i.e. it was just delayed, but still "in the works").

I have attached a billing summary of our time and expense that was accounted for under this project from the first project development meeting in March through August. The total expense is \$6,463, but as we have discussed previously, we would be willing to write some of that time off as promotional time. Would it be acceptable to the City if we billed the services in the amount of \$5,000?

Please feel free to give me a call to discuss after you have had a chance to look over this and consider our request.

Thanks,

Jesse



**JESSE RALPHS, P.E.**

Project Manager

jralphs@sunrise-eng.com

25 East 500 North, Fillmore, Utah 84631

# Project Detail

Monday, August 22, 2016

8:06:34 AM

Sunrise Engineering, Inc.

Job-to-Date through 8/31/2016

Estimate Overhead  
Show Unposted

Regular  
Hours

Total  
Ovt Hrs

Total  
Hours

Billing

## Project Number: P01776.000 Milford Water Project 2016

Principal:	Mark Huntsman	% Complete:	Direct Labor:
Project Manager:	Jesse Ralphs	Labor % Complete:	Direct Expense:
Client:	Milford City	Expense % Complete:	Direct Consultant:
Organization:	12:CL	Start Date:	Reimbursable Expense:
Status:	Active	Complete Date:	Reimbursable Consultant:
Type:	Promotional		Total Fee:

## Phase Number: 0001 Project Development & Funding

Principal:	Mark Huntsman	% Complete:	Direct Labor:
Project Manager:	Jesse Ralphs	Labor % Complete:	Direct Expense:
Client:	Milford City	Expense % Complete:	Direct Consultant:
Organization:	12:CL	Start Date:	Reimbursable Expense:
Status:	Active	Complete Date:	Reimbursable Consultant:
Type:	Promotional		Total Fee:

## Task Number: 001 Project Development

Principal:	Mark Huntsman	% Complete:	Direct Labor:
Project Manager:	Jesse Ralphs	Labor % Complete:	Direct Expense:
Client:	Milford City	Expense % Complete:	Direct Consultant:
Organization:	12:CL	Start Date:	Reimbursable Expense:
Status:	Active	Complete Date:	Reimbursable Consultant:
Type:	Promotional		Total Fee:

## Labor and Overhead

104 Engineer IV

u	00514 Ralphs, Jesse	8/16/2016	1.00	1.00	141.00
	council meeting discussion				
B	00514 Ralphs, Jesse	3/4/2016	2.00	2.00	282.00
	meeting w/Makayla, Les				
B	00514 Ralphs, Jesse	3/29/2016	4.00	4.00	564.00
	meeting in milford w/RD				
B	00514 Ralphs, Jesse	4/5/2016	1.00	1.00	141.00
	coordination w/Dao for EA, Lance for RD funding				
B	00514 Ralphs, Jesse	4/14/2016	2.50	2.50	352.50
	work release				
B	00514 Ralphs, Jesse	4/15/2016	4.00	4.00	564.00
	work release, call to makayla, schedule, considerations				
B	00514 Ralphs, Jesse	4/19/2016	6.00	6.00	846.00
	meet w/Mayor, attend council to discuss projects				
B	00514 Ralphs, Jesse	4/28/2016	.50	.50	70.50
B	00514 Ralphs, Jesse	5/10/2016	.50	.50	70.50
B	00514 Ralphs, Jesse	5/17/2016	3.50	3.50	493.50
	council meeting				
B	00514 Ralphs, Jesse	5/20/2016	4.00	4.00	564.00
	rate analysis				
B	00514 Ralphs, Jesse	6/6/2016	1.00	1.00	141.00
	prep for meeting tomorrow				



Project Detail			Job-to-Date through 8/31/2016		Monday, August 22, 2016 8:06:34 AM	
Estimate Overhead			Regular	Total	Total	Billing
Show Unposted			Hours	Ovt Hrs	Hours	
B	00514	Ralphs, Jesse 6/7/2016	2.00		2.00	282.00
		review rate and project data for meeting				
B	00514	Ralphs, Jesse 6/21/2016	6.00		6.00	846.00
		public hearing, council discussion, prep for meeting				
B	00514	Ralphs, Jesse 7/13/2016	1.00		1.00	141.00
B	00514	Ralphs, Jesse 7/18/2016	2.00		2.00	282.00
		summary, revisions to presentation				
B	00514	Ralphs, Jesse 7/19/2016	3.00		3.00	423.00
		prep for meeting, attend & present at council				
B	00514	Ralphs, Jesse 7/28/2016	1.00		1.00	141.00
		meeting w/Makayla, Nolan, re holding off				
Total for 00514			<b>45.00</b>		<b>45.00</b>	<b>6,345.00</b>
Total for Engineer IV			<b>45.00</b>		<b>45.00</b>	<b>6,345.00</b>
722 Water Rights Specialist II						
B	00640	Rasmussen, Jens 6/22/2016	1.00		1.00	102.00
<b>Total for Labor and Overhead</b>			<b>46.00</b>		<b>46.00</b>	<b>6,447.00</b>
<b>Expenses</b>						
<b>Indirect/Other Expenses</b>						
715.01 Misc Meals						
B	EX 0024299	5/17/2016 / Ralphs, Jesse / Carls Jr - dinner - milford				8.94
B	EX 0024696	6/21/2016 / Ralphs, Jesse / subway - milford trip dinner				7.39
Total for 715.01						<b>16.33</b>
716.00 Travel and Lodging						
B	UN 0000455	4/19/2016 Mileage / 170.0 Miles @ 0				
B	UN 0000411	5/17/2016 Mileage / 90.0 Miles @ 0				
B	UN 0000496	6/21/2016 Mileage / 170.0 Miles @ 0				
B	UN 0000368	7/19/2016 Mileage / 180.0 Miles @ 0				
Total for 716.00						
<b>Total for Expenses</b>						<b>16.33</b>
<b>Total for 001</b>			<b>46.00</b>		<b>46.00</b>	<b>6,463.33</b>
<b>Total for 0001</b>			<b>46.00</b>		<b>46.00</b>	<b>6,463.33</b>
<b>Total for P01776.000</b>			<b>46.00</b>		<b>46.00</b>	<b>6,463.33</b>